North Central Wisconsin

One Stop Operator Meeting

Thursday, June 4, 2026, at 1:00 p.m.

OSO Minutes

Present: Brian Kalish (AWE), Brian Wolfe (FSC), Ginger Keymer (AWE), Kathryn Krause (NTC), Libby Heidmann (AWE), Matt Rice (DWD), Patty Noland (DVR), Lisa Young (Nicolet) at 1:10pm

1. **Call to Order -** Keymer called the meeting to order at 1:01pm.

2. **Approval of Minutes from March 5, 2026 -** Wolfe motioned to approve the minutes from March 5, 2026; Krause seconded. Motion carried and minutes approved.

3. **OSO Budget –** During the consortium model years, $4,000 annually budgeted and taken from Job Fair Funds. Currently $2,000 remains.

4. **Grand Opening of Marathon County Job Center –** Initially planned on June 18th after the AWE Board meeting. Kalish would still like to do an Open House. Middle week of July for now; 11am – 1pm. Ribbon cutting with Wausau Chamber. Rice will check on availability with resource room staff.

5. **Job Center Complaint Form & Process –** Keymer and Heidmann shared updates to the Job Center Complaint form. Send completed forms to Libby and she will share with Mangers and track all complaints. In the past there have been zero documented complaints.

6. **Job Fair Funds, Participation & Requests –** Keymer shared the Job Fair request form which is up and active again. Noland asked for more guidance and standards to be included on the forms, outlining what is allowable and asked about how DET will participate in Wausau area events. Rice shared that with Gail's departure, Lori will be assisting with Job Fair events in the Wausau area.

7. **A Proud partner of the American Job Center network and compliance –** Keymer shared policy, link to graphics and style guide.

8. **All Staff Training - Tuesday, October 6, 2026 –** Libby opened the conversation on topics to cover; Bringing in someone from UWSP Small Business office and free resources they offer. Noland suggested a speaker from Probation and Parole to speak on limitations and resources offered to individuals on probation and parole, and ways to create a better relationship between parole officers and Job Center staff. Our intention is to hold this training in person.

9. **Discussion: Square Footage Space Needs for each Rhinelander partner –** Lisa Young with Nicolet clarified that they may have some space but would need to know how much space and how often would staff be there. Noland shared local DVR staff feel there is a critical need to have staff physically in the Rhinelander area. Two or three office spaces would be needed by FSC. Transportation out to Nicolet could be difficult for Job Center clientele.

10. **MOU Update –** AWE submitted the WDA6 Memorandum of Understanding (MOU) to DWD on May 28, 2026. Sean Jackett with WIOA Governance/DWD had some initial clarifying questions. If the State has additional questions or edit requests they will send the MOU back to us with those comments. Once the MOU is cleared by DWD, we will send it out to a dozen or so of the Job Center partners for signatures. We expect to be at the signature stage sometime in June.

11. **Meeting adjourned at 1:54 pm**

Next OSO Meeting – Thursday, Sept 3 at 1:00pm